

**Spokane Housing Authority  
Board of Commissioners Regular Meeting  
Minutes for April 30, 2018**

**Board Attendees:**

Keith James, Chair	Besse Bailey, Vice Chair
Gretchen Campbell, Commissioner	Larry Johnson, Commissioner
Kai Nevala, Commissioner	
Kammi Smith, Counsel	

**Staff Attendance:**

Pamela Tietz, Executive Director  
Lori Hays, CFO/Deputy Director  
Alex Liberman, Director of Housing Assistance Programs  
Diana Klasen, Director of Property Management  
Brian Jennings, Housing Development Director

1. **Convening of the Meeting** – Chair James called the meeting to order at 3:40 P.M.
  - a. **Public comments** – None.
  - b. **Community Partner** – **Cami Hanson, COO, Career Path Services**
  - c. **Commissioner Comments** – Vice-Chair Bailey commented that the Finance Committee met on April 30<sup>th</sup> and discussed the financial reports and the Inspector General's Audit.
2. **Action on Proposed Resolutions and Motions**
  - a. **Deferred to new business or unfinished business**
3. **Consent Calendar** – All items listed under the "Consent Calendar" are considered routine and will be enacted *by one motion* unless a Commissioner or citizen so requires, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.
  - a. **Approval of Minutes from Regular Meeting on February 26<sup>th</sup> and March 26<sup>th</sup> 2018**
  - b. **Review of February 2018 Utilization Report**
  - c. **Review of February 2018 month-end Financial Reports**
  - d. **Resident Group Reports**
  - e. **News & Notes**

Vice-Chair Bailey moved to approve the Consent Calendar, Commissioner Campbell seconded the motion, and all approved unanimously.

**4. Executive Director's Report**

**5. Development Director's Report**

**6. New Business**

- a. **Discussion and Consideration of Drafted Bylaws** – after discussion it was asked to have a thirty minute study session before the next regular board meeting.
- b. **Section 8 Housing Choice Voucher Administration Plan**

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**6.b.1 Public Hearing that took place on April 23, 2018** – Alex Liberman discussed the changes and comments received during the public hearing on April 23, 2018.

**6.b.2 Consideration of a Motion to Ratify Admin Plan** – after consideration of the comments, and with expectation of new revisions to be presented during the summer months this year, Vice-Chair Bailey moved to ratify the Section 8 Housing Choice Voucher Administrative Plan, Commissioner Campbell seconded the motion, and all approved unanimously.

Chair James convened the regular meeting to executive session for 10 minutes at 4:45 P.M.

**7. Executive Session to discuss items related to RCW 42.30.110 (b) "To consider the selection of a site... when public knowledge regarding such consideration would cause a likelihood of increased price."**

Chair James reconvened the regular meeting at 4:55 P.M.

**8. Unfinished Business**

**9. Adjournment** – Chair James adjourned the meeting at 4:56 P.M.

Chair:

  
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Keith James

Secretary:

  
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Pamela Tietz, Executive Director